**GetActiv:   
Integrating Promethean Tools in the Elementary Classroom**

**Working with Colored Text (Student Flipchart p. 2)**

1. Decide the two contrasting colors that you would like to use.

2. Use the text tool to create separate text boxes for each statement. Type all text using one of the selected colors.

3. Use the Fill tool to change the color of the words that you want to disappear on one side and appear on the other.

4. Use the Shape tool, to create two rectangles. Use the same colors that you used to type your text.

5. Make sure that your shapes are on the bottom layer by either going to your Object Browser or right click on the shape and select "Reorder"/"To Bottom layer."

6. Lock your shapes to the page by right clicking on each shape and choose, "Locked".

7. Make sure that your text boxes are on the top layer by either going to your Object Browser or right click on the shape and select "Reorder"/"To Top Layer."

8. Position the text on the page.

9. Finally, if you want the words to only move horizontally, you can set the path. Click on the Property Browser. Click on the first text box. Click on Restrictors. Then, change, Can Move "Freely", to "Horizontally." Repeat for the other textboxes.

**Drag a Copy –Calculating Change (Student Flipchart p. 3)**

1. Set the coins to Drag a Copy
   1. Right click on each coin.
   2. Select Drag a copy
2. Show/Hide
   1. Make an invisible button for background picture to show answer.
      1. Type the answer that you want to hide (The answer is $1.61.)
      2. Since this is a background picture. Draw a shape to cover the object that will have the action.
      3. Click on the object or text that will show/hide answer.
      4. Open the Action Browser. Click on the Current Selection tab.
      5. Select Hidden
      6. Click ... next to Target
      7. Select the object to hide.
      8. Click on Apply Changes
3. To hide box, click on Object Browser
   1. Click to select the object
   2. Click on the menu and select hidden.

**Drag/Drop Images to the Resource Library (Student Flipchart p.4)**

1**.** Find an image from an Internet site and paste it onto a flipchart page.

2. You can add the image to your Resource Library by:

a. Select the image.

b. Click on the Resource Browser

c. Click on My Resources.

d. Click on My Images.

e. Drag the image to the folder.

**Using a Number Generator (Helping Chicken Little Add) (Student Flipchart p.5)**  
1. Drag three number generators to the page. (The number generators are located in the Resource Browser in the Resource pack, Gadgets and Widgets. In the folder, Number Generator.)

2. Draw a rectangle using the Shape Tool. Make the outside line red and the center, no fill.

3. Drag the words, "Practice Page" to the trash can.

**Using the Object Browser---To Make a Hat Picker Activity (Student Flipchart p.6)**

1. Open up the Object Browser.
2. Locate and place the objects that you wish to use on the flipchart page.
3. Move the “hat” or the object that you wish to hide things behind to the top layer. Lock it in place by right clicking and selecting lock.
4. Move the other objects to the middle or bottom layer.
5. Move the other objects to behind the “hat”.
6. Now you may draw the objects randomly from behind the hat.

**Using the Object Browser--To Make a Magic Revealer Activity   
(Student Flipchart p. 7)**  
1. The sentences were typed and then a rectangle shape was drawn. These two items were grouped.

2. The correct spellings were typed in separate text boxes.

3. Place the large white text box correctly on the page. Make sure that it is on the top layer. Lock it.

4. Place the correctly spelled word on top of the misspelled word.

5. Move each of the correctly misspelled words to the middle layer. Lock each of them.

6. Import the resource packs, Magic Eraser and/or More Magic Reveal Shapes. (Note: These will install under Shared Resources/Lesson Building Tools and Shared Resources/Magic Reveals.

7. Drag the Magic Revealer to the page. Make sure that it is on the top layer.

8. Use the Magic Revealer to show the correct spelling of the word.

**Using the Object Browser----**Magic **Ink Activity**

You can use Magic Ink to make any 'top layer' object (or part of an object) invisible. Think of Magic Ink as a pen that can draw a 'see through' annotation on the top layer. Magic Ink allows you to punch holes through the objects on the top layer, so that you can see the objects on the layers beneath.

* **Example 1:**Add an image from the Resource Library. The image will be on the middle layer of the page. Then, select the Pen Tool and set the width to wide, color over the image until it is completely obscured. This pen annotation will be on the top layer. Finally use the Magic Ink to remove the pen annotation to reveal the image beneath.

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| * **Example 2** Add two photographs of the same landscape scene, one taken in winter, one in summer. Place the winter photo on the top layer so that it is positioned exactly over the summer photo. Then use Magic Ink to gradually erase the winter image to reveal the summer image beneath. | |

**Using the Property Browser---Making Tool Tips (Student Flipchart p. 8)**This will allow a caption to be displayed when the select tool is hovered over the item. This is a great technique to use to label diagrams.

1. Locate the picture that you wish to use and insert onto a flipchart page.
2. Use the Shape Tool and draw lines to parts of the object that you wish to identify.
3. Click on one of the arrows.
4. Go to the Property Browser.
5. Click the + sign next to the word, “Label”.
6. In the caption box, type the word that corresponds to the part.
7. You can adjust the font name, font size, font color, outline style, background mode, background mode and color.
8. Under Behaviour, change it to “tool tip”.
9. Repeat steps 3-8 for the other items that you wish to label.
10. Note-If your tool tip is longer than 1 word, place a space at the end of the phrase so that the entire tool tip is displayed.

To use with your students, click on the Select tool. As you hover over the arrow, the word will appear. It will disappear as you move away from the arrow.

**Using the Property Browser—Making a Container Activity (Student Flipchart p. 9)**  
The properties for the container for "bee" and the word "bee" have not yet been set.

Let's do this together.

1. First, we'll set the property for the container for the word "bee."
   1. Click on the container and open the Property Browser.
   2. Scroll down to the section about Containers.
   3. From the Can Contain drop down, select specific object.
   4. Then next to Contain object, click on the icon next to that and you will see a window pop up with all of the objects on that page. Find the text object that is the Bee and select it.
2. Now we need to tell the Bee text object to return if not contained.
   1. Click on text that says Bee and open the Property Browser, scroll down until you see the option: Return if not contained and make that it says True.
   2. It's a good time to save your flipchart.
   3. Now let's try it out.

Note: If if your containers do not work for you, you should check the Object Browser to ensure that the objects to contain (in this case the words) are in a layer above the containers.

**Using the Action Browser—Drag and Drop feature (Student Flipchart p. 10)**

The quickest way to associate an action with an object is from the Drag and Drop Tab of the Action Browser. This also allows students to quickly select the needed tool for interacting with the current page.

* + 1. Click on the Action Browser.
    2. Click on the Drag and Drop tab.
    3. Locate the action that you would like to use on the page.
    4. Click and drag the action to the flipchart page and release.

Now, when this action is clicked, the indicated tool will become available

**Using the Action Browser—Using the Hidden feature—(Student Flipchart p. 11)**1. An image from google.com/images was saved and inserted as an image to the background.

2. Problems were created by typing text in box and the coins were made by drawing a rectangle with the shape tool and then making it transparent. The coins were copied and pasted on top of the rectangle. Finally, the coins and rectangle were grouped.

3. Follow these steps to finish the activity.

a. Add Drag a copy feature to each of the individual coins at the bottom of the page.

To do this, right click on the coin and select, "Drag a Copy."  
b. Set the "Hidden" action on each of the story problems. This will allow the answer to be hidden.

1. To set something to be hidden.

Click on the text box that has the problem.

Open up the Action Browser.

Locate the action, "Hidden" and select it.

Under Target, click on the .. and select the item that you want hidden.

Click Apply.

Repeat for the other three problems.

**Using the Action Browser—Working with Extracted Text-(Student Flipchart p. 12)**One use of this feature is to allow students to select various words from a passage (i.e. select the words that help establish the mood of the paragraph.)

1. To set up this feature,
2. Select and paste the text on a flipchart page
3. Click on the text
4. From the Action Browser, click on Extract Text.
5. Click on Apply Changes.
6. Lock the text box.
7. Now the students may click and drag the words from the text passage.

**Linking to a Website (Student Flipchart p. 13)**1. Go to Insert.

2. Go to File.

3. Go to website.

4. Type or copy the url of the website.

5. Select how the link should be displayed on the page:

**a. text-** intially, this will display the location of the file. However, once you have added the link, you can edit the text on the screen.

**b. image icon-** this uses a set icon that when clicked, the internet site will launch.

**c. Action object-** this will insert a red box on your page. You can only see this red box in design mode. You can then move this red box to a specific area of another object. Be sure to group the object and image together.

**d. Existing object-** this will allow you to link the video to an object that is already on the page. To do this: Click on the ... and then find the image on the page that you would like to use and select it.

**Linking to a Video (Student Flipchart p. 14)**

(you must save the video to your computer before beginning this process).

1. Go to Insert.

2. Go to File.

3. Browse to the location of the saved video. Once located, double click on the title or click one time and then choose Open.

4. Select how you want your video to be displayed...

a. as text--intially, this will display the location of the file. However, once you have added the video, you can edit the text on the screen.

b. Image Icon--this uses a set icon that when clicked, the video will play.

c. Action Object--this will insert a red box on your page. You can only see this red box in design mode. You can then move this red box to a specific area of another object. Be sure to group the object and image together.

d. Existing object--this will allow you to link the video to an object that is already on the page.

e. Placeholder--this will allow you to link the video to a snapshot from the video. Click on change placeholder image. The video will launch. When you see the image that you would like to use, click the icon next to the camera. Close the video.

5. Decide how you would like to store the video..

a. Store file externally.

b. Store file in flipchart.

c. Store file + directory in flipchart.

6. Click ok.